

1 **VILLAGE OF QUESTA**
 2 **REGULAR MEETING MINUTES**
 3 **TUESDAY, SEPTEMBER 12, 2017**
 4 **VILLAGE OF QUESTA COUNCIL CHAMBERS**
 5 **6:00PM**

6
 7 I. **CALL TO ORDER BY MAYOR MARK L. GALLEGOS**

8 Mayor Gallegos called the meeting to order at 6:05 pm.
 9

10 II. **ROLL CALL**

11 Mayor Gallegos asked Village Clerk Renee Martinez to take roll.
 12

13 **Present:**

14 Councilor Lawrence Ortega

15 Councilor Brent Jaramillo

16
 17 Councilor John Anthony Ortega arrived at 6:29pm
 18

19 **Not Present:**

20 Councilor Julian Cisneros
 21

22 **Also Present:**

23 Administrator Nicholas Maestas

24 Village Clerk Renee Martinez

25 Finance Director Karen Shannon
 26

27 III. **PLEDGE OF ALLEGIANCE**

28 Mr. Gordon Robinson led the Pledge of Allegiance.
 29

30 IV. **APPROVAL OF AGENDA**

31 Councilor Brent Jaramillo requested Items VIII and IX be moved up above Item VII.
 32

33 Motion: Councilor Brent Jaramillo

34 Second: Councilor Lawrence Ortega
 35

36 In Favor: All

37 Opposed: None
 38

39 To approve the agenda as amended. All voted yes. Motion carried.
 40

41 V. **APPROVAL OF MINUTES**

- 42 • August 30, 2017 – Special Meeting
 43

44 Motion: Councilor Lawrence Ortega

45 Second: Councilor Brent Jaramillo
 46

47 In Favor: All

48 Opposed: None
 49

50 To approve the August 30, 2017 meeting minutes as presented. All voted yes. Motion carried.

51 VI. **PUBLIC COMMENTS** - *(It is the policy of the Governing Body to accept public comment. Because your*
 52 *particular issue is not on the agenda the Governing Body cannot respond immediately, but may direct staff to*
 53 *address issues at a future Council Meeting. Public comments are limited to a maximum of three minute.s.)*
 54

- 55 • Mr. Gordon Robinson - Mr. Gordon Robinson stated that his property lies adjacent to Molycorp Memorial
 56 Park. He is concerned about the trees on the fence line at the boundary to his property. There are old
 57 cottonwoods and his concern is that they are falling and wants it addressed before a tree falls on a vehicle
 58 or injures someone. One tree has already fallen. There are about 15-20 trees along the fence line. With
 59 winter coming, he is concerned about the heavy snow on the branches. This summer there was a bad
 60 windstorm that did damage. Mr. Gordon understands that various events will be held there soon. He would
 61 like to see the fence line cleared and a fence be put up in the future. He suggested removing them and
 62 sharing the cost with the Village. He has marked the trees with a red X that he believes should come down.
 63

64 Direction was given to Mr. Maestas to contact Mr. Robinson to resolve this issue.
 65

- 66 • Former Mayor Charlie Gonzales - Mr. Gonzales announced that he is a grandfather once again to a baby
 67 girl born today.
 68

69 VIII. **DISCUSSION ITEMS**

70 A. Discussion regarding Message Board
 71

72 Councilor Lawrence Ortega stated that we have an agreement with the Questa Schools that we both can utilize it.
 73 He stated that there are mostly school messages and would like to see if we can add more Village related business.
 74 He asked Mr. Maestas to please look into the procedure to getting these messages on.
 75

76 B. Discussion regarding communications from Mayor to full Council
 7

78 Councilor Lawrence Ortega stated that there had been improvement since Mr. Maestas has come on board. He
 79 stated that there had been some instances where he felt like the full council was not aware of some meetings such
 80 as the one Congressman Ben Ray Lujan was going to hold in August. He would just like to make sure that the
 81 Council is informed about all of these meetings. Councilor Jaramillo brought up a schedule calendar at the last
 82 meeting. Mayor Gallegos stated to Mr. Maestas that it is important that the entire Governing Body respond within
 83 24 hours that they have received the email. If there is no response, follow it up with a phone call or text. Mayor
 84 Gallegos stated that he understands where Councilor Ortega's concerns were; however believes that everyone's
 85 intent was that we all worked as best as we could together and will continue to work towards the best interest of
 86 the Village as a whole. Mayor Gallegos stated that he appreciates that we have an Administrator now to take on
 87 these duties. He would like to make it clear that the door will be open, has been open, and continues to be open
 88 for all Council to assist the administrator. He believes it is a key thing that we lacked. Lack of leadership on his
 89 part and lack of participation through the Council. When our last Administrator left, we sat down and discussed
 90 how we can get things done through a collaborative effort. In order for the Administrator to be successful he needs
 91 to be updated and needs all historic information and project information. Let's make sure to find the time to get
 92 in here to assist Mr. Maestas.
 93

94 Mr. Maestas stated that if there is any way he can improve on communications please let him know.
 95

96 C. Review of Business Park Plans by full Council
 97

98 Councilor Lawrence Ortega informed the Council that Wilson & Co., provided the plans for review and if we have
 99 any questions we can get back to them. Mr. Joe Moore informed the Governing Body that if they have any
 100 questions they can call or email him.
 1

102 D. Discussion regarding PRV's, Telemetry System and Water Leak Repairs

103 Councilor Lawrence Ortega stated that we have some money for these repairs and talked about going to the Water
 104 Trust Board to possibly get more. We spoke about this last winter when we had our water crisis; the telemetry
 105 System and PRV's are two of the main things that need to be repaired and replaced. We want to make sure we get
 106 this going. Mayor Gallegos stated that we have funds to use for water system improvements. Mr. Maestas
 107 reviewed some funding that we have available. Councilor Jaramillo agreed that the PRV's and Telemetry system
 108 are a priority along with enclosing the well. He suggested that we work with engineers and figure out our priorities
 109 now and come spring we can go out to bid. Make this a priority over the winter months. Mayor Gallegos stated
 110 that NMED is requiring a well house at the well and we should probably have an action item at the next meeting.
 111 Councilor Jaramillo asked if any of the funding we have can be used for the well house. Councilor Lawrence
 112 Ortega stated that James, Cooke and Hobson could come and assess the PRV's and pumps. Direction was given
 113 to Mr. Maestas and update at next meeting.

114
 115 Councilor John Ortega arrived at this time.

116
 117 IX. **FINANCIALS** – Ms. Karen Shannon, Finance Director

118
 119 A. Discussion, Consideration & Decision regarding the approval of Unpaid Vouchers

120
 121 Ms. Shannon stated that the Vouchers presented are as of September 08, 2017.

122
 123 Councilor Lawrence Ortega inquired about the invoice for Navarro Telecommunications. Ms. Shannon stated that
 124 our phone system was hacked. Century Link contacted us and we in turn called Navarro who came out and took
 125 care of it and contacted Century Link to block all international calls.

126
 127 Motion: Councilor Lawrence Ortega

128 Second: Councilor John Ortega

129
 130 Roll Call:

131 Councilor John Ortega YES

132 Councilor Lawrence Ortega YES

133 Councilor Brent Jaramillo YES

134
 135 To approve the vouchers as presented. All voted yes. Motion carried.

136
 137 VII. **ACTION ITEMS**

138 A. Discussion, Consideration & Decision of prioritization of Abra Road and other Streets in the 2017
 139 NMDOT Coop Agreement (Project No. SP-5-16(195))

140
 141 Mr. Maestas stated we had the opportunity to review the information as presented by Wilson & Co. at the work
 142 session earlier. Mayor stated that part of the discussion Wilson proposed that we would try and meet the
 143 requirements of Abra Road by using all the Coop funding. Also, discussed were the commitments we made on
 144 Embargo Road. The \$100,000.00 dollars from Chevron is dedicated to Abra Rd. A discussion was held. Councilor
 145 Lawrence Ortega stated for the record that part of the Coop money has already been used for engineering.
 146

147
 148 It was decided to go with the Mayor's recommendation and use the \$100,000.00 from Chevron on Abra Road and
 149 the remaining Coop funding be used on pothole and patchwork repair on Embargo Road and Cabresto Road.

150
 151 Motion: Councilor Lawrence Ortega

152 Second: Councilor Brent Jaramillo

153 In Favor: All

154 Opposed: None

155 To approve the prioritization of Abra Road and other Streets in the 2017 NMDOT Coop Agreement (Project No.
 156 SP-5-16(195). All voted yes. Motion carried.

158 **B.** Discussion, Consideration & Decision regarding the approval of Resolution 2017-14
 159 Re: Infrastructure Capital Improvement Plan (ICIP) 2019-2023

160
 161 Mr. Maestas stated that a public hearing was held on September 6, 2017 and unfortunately no one showed up. He
 162 stated that he did receive feedback from the Council. A discussion was held regarding the ranked items.

163
 164 It was decided that the top 8 would be the following:

- 165
 166 1. Water System Improvements
 167 2. Cabresto Road Improvements
 168 3. Water and Sewer Line Extensions
 169 4. Combination of Business Park/Economic Development Projects
 170 5. Road Improvements and Repairs
 171 6. Emergency Vehicles and Equipment
 172 7. Building Improvements
 173 8. New Fire Department Building

174
 175 Moving on to 2020:

- 176
 177 1. Construct New Water Storage Tank
 178 2. Municipal Park Improvements
 179 3. Admin Building Renovations, etc.

180
 181 Motion: Councilor John Ortega
 182 Second: Councilor Lawrence Ortega

183
 184 Roll Call:

185
 186 Councilor John Ortega YES
 187 Councilor Lawrence Ortega YES
 188 Councilor Brent Jaramillo YES

189
 190 To approve Resolution 2017-14 – Infrastructure Capital Improvement Plan (ICIP) 2019-2023. All voted yes.
 191 Motion carried.

192
 193 **C.** Discussion, Consideration & Decision regarding the approval of Resolution 2017-15
 194 Re: 2017/2018 NMDOT LGRF Program

195
 196 Mr. Maestas stated that the Village was awarded a grant from the NMDOT LGRF Program in the amount of
 197 \$55,782.00 with a Village match of \$13,000.00. It is a requirement of the state that the Village pass a Resolution
 198 accepting the funds.

199
 200 Councilor Jaramillo asked what these funds were designated towards. Mayor Gallegos stated that it would be used
 201 as a match for the Cabresto Road MAP project. Councilor Jaramillo asked if the State would allow us to match
 202 State dollars with State dollars. Mr. Moore stated yes, that is his understanding.

203
 204 Motion: Councilor Lawrence Ortega
 205 Second: Councilor Brent Jaramillo

207 Roll Call:

208
209
210 Councilor John Ortega YES
211 Councilor Lawrence Ortega YES
212 Councilor Brent Jaramillo YES

213 To approve Resolution 2017-15, accepting the 2017/2018 NMDOT LGRF Program grant funds. All voted yes.
214 Motion carried.

215
216 **D. Discussion, Consideration & Decision regarding the approval of Resolution 2017-16**
217 **Re: 2018 NMDOT MAP Project**
218

219 Mr. Maestas stated that the Village was awarded a grant from the NMDOT MAP Program in the amount of
220 \$404,768.00 with a Village match of \$101,192.00. It is a requirement of the state that the Village pass a Resolution
221 accepting the funds. This will go towards the Cabresto Road project.

222
223 Motion: Councilor John Ortega
224 Second: Councilor Brent Jaramillo

225
226 Roll Call:

227 Councilor John Ortega YES
228 Councilor Lawrence Ortega YES
229 Councilor Brent Jaramillo YES

230
231 To approve Resolution 2017-16 / 2018 NMDOT MAP Project. All voted yes. Motion carried.
232

233 X. **EXECUTIVE SESSION** – (Pursuant to Open Meetings Act - NMSA 1978)

234 A. **Real Property & Water Rights** – (Exemption 10-15-1(H)(8), which allows for discussion of the purchase,
235 acquisition or disposal of real property or water rights by the public body.
236 1.) Request from Chevron Mining regarding Don Martinez Road –

237
238 A motion to enter into Executive Session was made by Councilor Brent Jaramillo, seconded by Councilor
239 Lawrence Ortega.

240
241 Roll Call:

242 Councilor John Ortega YES
243 Councilor Lawrence Ortega YES
244 Councilor Brent Jaramillo YES

245
246 Mayor Gallegos stated that the Governing Body will go into Executive Session to discuss only the items listed.
247 The Governing Body entered into Executive Session at 7:12pm.

248
249 ****5 minute break**

250
251 A motion was made to reconvene from Executive Session at 7:42pm by Councilor Lawrence Ortega, seconded by
252 Councilor John Ortega.

253
254 Roll Call:

255
256 Councilor Lawrence Ortega YES
257 Councilor Brent Jaramillo YES
258 Councilor John Ortega YES

259 Mayor Gallegos stated that only the item listed were discussed during closed session. There was no action taken.
 260

262 XI. **ACTION ITEM**

263 A) Discussion, Consideration & Decision regarding the request from Chevron Mining regarding Don
 264 Martinez Road
 265

266 A motion was made by Councilor Lawrence Ortega for Mr. Maestas to contact the Village Attorney and receive a
 267 response from them before any action is taken. Seconded by Councilor Brent Jaramillo. Councilor John Ortega
 268 asked for discussion and inquired if we want to review the zoning ordinance. Councilor Jaramillo stated it will be
 269 part of the process.
 270

271 In Favor: All
 272 Opposed: None
 273

274 To approve the direction given to Mr. Maestas to contact the Village Attorney and receive a response from them
 275 before any action is taken. All voted yes. Motion carried.
 276

277 XII. **MATTERS FROM ADMINISTRATOR** – Mr. Nicholas Maestas
 278

279 Mr. Maestas informed the Governing Body on the following:
 280

- 281 • Two CDBG hearings were held on September 5th and September 7th; there was no one from the public
 282 present; as well as for the ICIP hearing.
 283
- 284 • The staff BBQ was held on Friday at the Youth Center park area. We toured the facility. There has been
 285 a lot of interest from Zumba and other groups to utilize the facility. We are looking into a fee structure.
 286 The Youth Center is in need of a cleaning after the work was done. Councilor Lawrence Ortega asked if
 287 this was a result of the contractor's work; normally the contractor is responsible for cleaning up after their
 288 work is done. Mr. Maestas stated he will check with the architect.
- 289 • We have made an offer to the second candidate for the MVD Clerk position. She called today to decline
 290 the position because of the pay. We will need to revisit this vacancy.
- 291 • Two Police cadets have been hired at 20 hours a week. We did post for the Public Works Department
 292 with the absence of Mr. Nick Trujillo. Two full time temporary positions were advertised with the
 293 importance of moving forward and winterizing the well and meters. We are hoping to find 2 experienced
 294 individuals. We have received two applicants so far. Councilor Lawrence Ortega requested a copy of the
 295 job announcement. Mr. Maestas stated that we hope to save money to be able to fill the Public Works
 296 Director position by January who is leveled in water and sewer.
- 297 • Community clean-up - Molycorp Field will serve as the home base. The Village will take on the task of
 298 preparing Molycorp field. There will be a contest for the cleanest property. A discussion was held
 299 regarding the dumpsters and the costs regarding the dumping and tipping fees.
- 300 • The RFP for On-Call Engineering services is not on agenda. The question was what the cost to Village
 301 would be. There are no up-front costs. The Council awards the firm and the negotiations begin. There is
 302 no cost to the Village until a task order is given. Councilor Lawrence Ortega stated we need to budget
 303 some money. Councilor Jaramillo stated we need to budget some money and we also have the grants to
 304 start off with. He asked if we are going to revisit the recommendation. Mr. Maestas stated that we should
 305 move onto the next phase and award. Mayor asked that before we place it on the agenda for approval we
 306 should make sure we have money in the budget. Councilor Jaramillo suggested that the best thing Mr.
 307 Maestas could do is go to Santa Fe and meet with the NMED Constructions Program and make sure they
 308 are alright with an on-call engineer. Councilor Lawrence Ortega stated that his opinion is that we should
 309 proceed with the staff's recommendation on the RFP. Councilor Jaramillo asked if there is money to kick
 310 this off. Mayor Gallegos stated we need to set money aside for the on-call engineer; we cannot use other

grant funds to pay for the services and be short on the construction. It was decided to wait until November/December and see if we have money at that time to set aside for the RFP. Councilor Lawrence Ortega stated we need to get the projects going that we have the money for already. We need to start moving on these.

- Mr. Clarence Aragon from NM Rural Water came to look at the WWTP. He commented very well on the WWTP and how it is being run. Mr. Maestas gave kudos to Mr. Jamie Archuleta, for the record, for taking care of the WWTP.
- There is a CDBG Council hearing meeting in Albuquerque tomorrow morning regarding the 2017 CDBG grant project. Mr. Maestas was directed to attend this hearing as representative for the Village of Questa. Councilor Lawrence Ortega stated that they prefer representation from the Village. A discussion was held how the information for this meeting was given. Councilor Lawrence Ortega stated that we all need to get the same information regarding these meetings. The information should be sent to Mr. Maestas and disseminated to the Council. Councilor Lawrence Ortega stated he made it clear at the last meeting that any meeting having to do with the Village of Questa that the Council can attend he wants to know about it.

XIII. MATTERS FROM ATTORNEY

Not present.

XIV. MATTERS FROM MAYOR AND COUNCIL

Councilor John Ortega:

- Inquired about the streetlights. Mr. Maestas stated that we are having a hard time getting electricians to come assess the issue. A discussion was held regarding procurement. Councilor Lawrence Ortega stated that as long as procurement is followed there should not be an issue. Mr. Maestas stated that he will move forward with a \$1,000.00 Purchase Order for the electrician.
- Received a call about a dumpster change-out request on Old Lama Road- requesting plastic lids. They stated that someone here had told them it would cost them more.
- There is a lot of miscommunication coming out of this office regarding projects, etc. He would like to make sure the communication is accurate. Councilor John Ortega stated for the record that he is not blaming anyone, he is just asking that from here on out accurate information is given.

Councilor Lawrence Ortega:

- Suggested Mr. Maestas revisit the last set of minutes under Matters from Mayor and Council. There are things that were requested that need to be taken care of; such as the Beautification Project final inspection.
- We received a breakdown on the CDBG project costs for the Work Study earlier; requested the rest of the Council receive one.

Councilor Brent Jaramillo:

- Inquired about the work going on just South of SR 522. Ms. Martinez stated that the NM Gas Co. is drilling to put a pipe in.
- Inquired about the dates the auditor will be here. Ms. Shannon stated they will be here in November.
- Are we at the point where we need to go to Santa Fe and talk to who we need to regarding the emergency money? Mayor Gallegos stated they can stop tomorrow at DFA and inquire about it.

Mayor Gallegos:

- Mr. Abe Cordova is interested in selling water rights to the Village.
- New Police Unit is available for pick up tomorrow. The vendor stated that they just need a PO for the purchase until the insurance check comes in. Mayor asked the Council for their ok for pickup of the vehicle and ratify it at the next meeting. The Council stated that they were fine with that.

361 Mr. Maestas requested that the approval of the travel requests be approved by him from now on. Councilor John
362 Ortega stated that he is fine with that. His only concern is still that we have not received the Emergency money.
363 Councilor Lawrence Ortega stated that we can always revisit it.

364
365
366

XV. ADJOURNMENT

367
368 Motion: Councilor John Ortega
369 Second: Councilor Lawrence Ortega

370
371 In Favor: All
372 Opposed: None

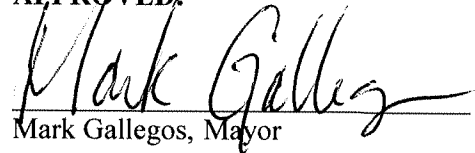
373
374 There being no further business to discuss, the meeting was adjourned at 9:02pm.
375

376

377 ATTEST:

378 
379
380 Renee Martinez, Clerk
381 

APPROVED:


Mark Gallegos, Mayor